

To: Irrigation Efficiencies Conservation Districts
From: Cheryl Witt, Grants Program Manager
Date: June 20, 2005
Subject: FY06-07 Irrigation Efficiencies Grant Application

Enclosed is the application packet for the FY2006 – FY2007 (*July 1, 2005 – June 30, 2007*) Irrigation Efficiencies Grants Program. It is also available on the Commission website: [FY06-07 IEGP Grant Application](#)

The IEGP Grant Application deadline is June 30, 2005. One original-signature application is required.

Please direct any program questions you have to Jon Culp, IEGP Program Coordinator at 509/ 826-7212.

**WASHINGTON STATE CONSERVATION COMMISSION
FY 2006-2007 IEGP GRANT APPLICATION**

FORM A. GRANT APPLICATION FACE SHEET

1) Project Name: 2006-2007 Irrigation Efficiencies Grant																							
2) Conservation District: <i>Name and Address</i>	3) Grant Contact Person: <i>Name, Title, Phone #</i>																						
4) Federal Tax Identification Number:																							
5) Project Primary Focus: The Irrigation Efficiencies Grants Program is a joint effort between the Washington State Conservation Commission and local Conservation Districts and the Washington State Department of Ecology to restore instream flows in designated priority tributaries within the 16 drought critical basins. The program will increase on farm and purveyed water use efficiency and apply the resulting water savings to the State's Trust Water Rights Program. The program uses financial assistance to encourage landowners to voluntarily install Best Management Practices in contracts with a duration meeting or exceeding the life expectancies of those BMPs.																							
6) Project Secondary Focus: <i>Identify one or more problems that will be addressed by your project.</i> <table style="width: 100%; border: none;"> <tr> <td><input type="checkbox"/> Agricultural Pollution</td> <td><input type="checkbox"/> Geological Hazards</td> <td><input type="checkbox"/> Shorelands</td> </tr> <tr> <td><input type="checkbox"/> Agricultural Practices</td> <td><input type="checkbox"/> Habitat</td> <td><input type="checkbox"/> Solid Waste</td> </tr> <tr> <td><input type="checkbox"/> Aquatic/Noxious Weeds</td> <td><input type="checkbox"/> Hazardous Materials</td> <td><input type="checkbox"/> Stormwater</td> </tr> <tr> <td><input type="checkbox"/> Domestic Wastewater</td> <td><input type="checkbox"/> Hazardous Waste</td> <td><input type="checkbox"/> Water Quality</td> </tr> <tr> <td><input type="checkbox"/> Fish Barrier</td> <td><input type="checkbox"/> Litter/Illegal Dump Sites</td> <td><input type="checkbox"/> Water Quantity</td> </tr> <tr> <td><input type="checkbox"/> Flooding</td> <td><input type="checkbox"/> Public Access</td> <td></td> </tr> </table>			<input type="checkbox"/> Agricultural Pollution	<input type="checkbox"/> Geological Hazards	<input type="checkbox"/> Shorelands	<input type="checkbox"/> Agricultural Practices	<input type="checkbox"/> Habitat	<input type="checkbox"/> Solid Waste	<input type="checkbox"/> Aquatic/Noxious Weeds	<input type="checkbox"/> Hazardous Materials	<input type="checkbox"/> Stormwater	<input type="checkbox"/> Domestic Wastewater	<input type="checkbox"/> Hazardous Waste	<input type="checkbox"/> Water Quality	<input type="checkbox"/> Fish Barrier	<input type="checkbox"/> Litter/Illegal Dump Sites	<input type="checkbox"/> Water Quantity	<input type="checkbox"/> Flooding	<input type="checkbox"/> Public Access				
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9) Project Duration: Start Date: July 1, 2005 -- End Date: June 30, 2007																							
10) Project Costs: Total Project Cost \$ _____ Grant Request \$ _____																							
11) District: I certify to the best of my knowledge that the information in this application is true and correct and that I am legally authorized to sign and submit this application on behalf of the district.																							
_____ Printed Name of Authorized Signatory		_____ Signature of Authorized Signatory																					
_____ Title of Authorized Signatory		_____ Date Signed																					
Instructions <i>The FY 2006-2007 IEGP Grant Application deadline is June 30, 2005. Send one original, including supporting documents to: Conservation Commission, Attention: Grant Application, PO Box 47721, Olympia, WA 98504-7721.</i>																							

**WASHINGTON STATE CONSERVATION COMMISSION
FY 2006-2007 IEGP GRANT APPLICATION**

FORM B. GRANT APPLICATION CHECKLIST

Instructions *This checklist is included to help the district and Commission staff keep track of grant application forms. Check boxes when each form is completed. After the application is complete, add page numbers.*

- ☐ **FORM A: GRANT APPLICATION FACE SHEET**
- ☐ **FORM B: GRANT APPLICATION CHECKLIST**
- ☐ **FORM C: MANAGEMENT STANDARDS CERTIFICATION**
- ☐ **FORM D: GRANT PROCEDURES**
- ☐ **FORM E: PROJECT SCOPE OF WORK**
- ☐ **FORM F: BUDGET**

**WASHINGTON STATE CONSERVATION COMMISSION
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FORM C. MANAGEMENT STANDARDS CERTIFICATION

CONSERVATION DISTRICT ELIGIBILITY IEGP Grants are available only to districts that demonstrate program and money management ability by meeting the Management Standards adopted by the Commission. A district may deviate from the standards 1) for an approved Reasonable Alternative; or 2) during implementation of an approved Action Plan to meet the standards. (See Conservation District Procedure Manual, Chapter V, Part A) Applications for Commission funding require that current certification forms are on file with the Commission.

Instructions Complete the Certification Statement in the box below. Check the box that applies to your district. Follow the additional instructions for Boxes 2 and 3.

MANAGEMENT STANDARDS CERTIFICATION STATEMENT

I certify that the _____ Conservation District

1. ☐ Certification Forms dated _____ are on file with the Commission. The District still meets these requirements.
2. ☐ Management Standards Certification forms are included as Attachments C - ____ and C - ____.
3. ☐ Requests a Deviation from Management Standards. The Deviation from Management Standards Form is included as Attachment C - ____.

Signature

Printed Name of Authorized Signatory

Signature of Authorized Signatory

Title of Authorized Signatory

Date Signed

**WASHINGTON STATE CONSERVATION COMMISSION
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FORM D. GRANT PROCEDURES

GRANT ADMINISTRATION

IEGP Grants are administered according to the Grants Administrative Procedures found on the Conservation Commission website at: http://filecab.scc.wa.gov/index.html?DIR=Procedure_Manual

Grants Administrative Procedures are a set of detailed, over-arching procedures that districts must follow for all grant programs. Examples of administrative procedures include those related to financial management, expenditure reporting, contracting, procurement, records retention, property management, etc. These procedures apply to all Commission grants. Many of them are contained in the General Terms and Conditions section of Commission contracts.

Grant Programmatic Procedures are unique and specific to each individual grant program. Programmatic procedures are always consistent with the Grant Administrative Procedures, but may be stricter. Programmatic procedures may be dictated by the agency or organization that funds a specific grants program. Examples of programmatic procedures include unique grant application and award procedures, limits on expenditures and reimbursements, specific match and cost share requirements, etc.

Programmatic Procedures specific to the implementation of the FY05-07 IEGP Grants Program:

1. See Scope of Work included with this application for more specific items related to the IEGP Program.
2. This grant has no local match requirement.
3. No purchases of equipment are allowed under this grant contract unless approved by the IEGP Program Manager.
4. The program's cost share rate for this program will not exceed 85%, but may utilize other funding sources to match at a higher rate.
5. The state will encourage the use of Walla Walla Community College for technical activities to include, but not limited to site assessment, data analysis, preliminary design, and final design, within the limits approved by the Conservation Commission on May 20, 2004.
6. The cost of final project design and cultural resource survey are eligible for reimbursement under a pending cost share agreement immediately following the date of project approval by the IEGP program manager and prior to entering into the cost share agreement. No other expense may be incurred toward a cost share agreement prior to its being entered into by all parties without the written permission of the IEGP program manager.
7. Per project financial assistance hold-downs will apply at a rate not to exceed the equivalent of \$400,000 per cubic foot per second of water saved and \$2000 per acre served by the project.
8. No single project will receive more that \$312,500 in financial assistance funds from the IEGP under a single contract.
9. No conservation district can request more than \$1,250,000 financial assistance dollars in a given fiscal year.

**WASHINGTON STATE CONSERVATION COMMISSION
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FORM E. PROJECT SCOPE OF WORK

BACKGROUND:

The Irrigation Efficiencies Grants Program is a joint effort between the Washington State Conservation Commission and local Conservation Districts and the Washington State Department of Ecology to restore instream flows in designated priority tributaries within the 16 drought critical basins. The program will increase on farm and purveyed water use efficiency and apply the resulting water savings to the State's Trust Water Rights Program. The program uses financial assistance to encourage landowners to voluntarily install Best Management Practices in contracts with a duration meeting or exceeding the life expectancies of those BMPs

The primary objectives of Irrigation Efficiencies Grants Program are to:

1. Coordinate Conservation Commission and Ecology resources to cost effectively nullify the conflict between irrigated agricultural water withdrawals and low stream flow; and
2. Improve instream flows, water quality, and instream habitat in areas located along streams used for spawning, rearing, and passage by salmonids that were identified in the 1993 Salmon and Steelhead status Inventory Report prepared by the Washington Department of Fish and Wildlife as being in critical or depressed status.

Eligible landowners will contract with the conservation district, Conservation Commission and the Department of Ecology to increase the application and/or conveyance efficiency on farm where water is diverted from adjacent qualifying salmon streams for a contract length not less than the life expectancy of the Best Management Practices installed. The Commission will cost share up to 85% of the total cost of the infrastructure installed on the project, but will not exceed \$312,500 per project.

SCOPE OF WORK

Ultimate Outcome 1: Reduce conflict between low stream flows and irrigated agricultural water withdrawals by implementing on farm water conservation and increasing irrigation efficiency and utilizing the water savings to restore instream flow levels within identified critical tributaries to benefit anadromous fish spawning, rearing, or passage.

Intermediate Outcome 1.1: Secure the commitment of eligible landowners to participate in the IEGP.

Intermediate Outcome 1.1 Time Frame: Secure the commitment of eligible landowners to participate in the IEGP by June 30, 2007

Task 1.1.1: Create a new marketing strategy.

- Review previous marketing plan.
- Identify key partnership groups who can assist with marketing and support.
- Run new creative ideas by IEGP program manager.
- Look to the other implementing districts for marketing ideas.

Task 1.1.2: Implement a watershed prospects survey.

- Identify all eligible High and Medium priority tributaries within you district.

- Within each priority sub-watershed, create an inventory of the number of irrigated acres, a breakdown by crop type, breakdown by irrigation system, identify conveyance systems and types, water rights breakdown by individuals, companies, and irrigation districts, passage barriers, number of river miles affected by irrigation diversion, any other information that would help outline the potential for Efficiencies or other water conservation work within these targeted sub-watersheds.
- Where possible, map inventory into a usable GIS database. Ecology may have some of the basins mapped for water rights point of diversions and place of use.

Task 1.1.3: Submit new Marketing plan to the IEGP program manager by October 1, 2005.

- Marketing plan must show how district is utilizing the prospect surveys to prioritize its efforts.
- Marketing plan must show use of Federal, State, and local partnerships.

Task 1.1.4: Implement Marketing plan.

- Use of media outlets.
- Use of direct mailing.
- Use of post project signage.
- Use of meetings: Town hall, grower, irrigation purveyor, coordinated resource management.
- Brochure or fact sheets.
- Individual contacts.

Task 1.1.5: Provide landowners with technical assistance to increase application and/or conveyance efficiency.

- Coordinate with landowner about potential site specifics and alternatives.
- Facilitate the initial site assessment and analysis of existing site data.
- Facilitate the data collection for a determination of validity and extent of the water right.
- Complete an initial Consolidated Eligibility and Application Form and submit it to the IEGP program manager, Ecology's validity and extent technician, and Ecology's regional trust water rights coordinator.
- Facilitate a team site visit.
- Coordinate on site historic water use data negotiations.
- Facilitate a preliminary design and cost estimation.
- Seek project eligibility approval.
- Coordinate landowner negotiations.
- Facilitate on site cultural resource inventory.
- Facilitate a SEPA checklist for all projects saving more than 1 cubic foot per second of water.
- Facilitate a final design.
- Ensure some competitive process is utilized to ensure fair and wise use of funds for implementation.
- Review draft trust water rights Report of Findings for accuracy.

- Complete a Cost Share Agreement. Must have one original for each signing party on the agreement.

Intermediate Outcome 1.2: Place relevant portion of project water rights into the State's Trust Water Rights Program as instream flows.

Intermediate Outcome 1.2 Time Frame: Place relevant portion of project water rights into the State's Trust Water Rights Program by June 30, 2007

Task 1.2.1: Coordinate the negotiations between the landowner and Ecology to ensure complete understanding of the water to be placed into the Trust, what happens to the water saved but not placed into the Trust, and what happens to the Trust water right after the contract is terminated.

Task 1.2.2: Ensure that the required water savings is placed into the Trust.

Intermediate Outcome 1.3: Implement Best Management Practices to create water savings to be utilized as instream flows and protected in the State's Water Trust Program.

Intermediate Outcome 1.3 Time Frame: Implement Best Management Practices to create water savings to be utilized as instream flows and protected in the State's Water Trust Program by June 30, 2007

Task 1.3.1: Provide eligible landowners with financial assistance to increase irrigation efficiency and apply the water savings to trust for instream flows.

- Include cost for soil moisture monitoring equipment, water use meter with continuous use recorder, and an irrigation water management for individuals and some provision for management planning for irrigation water purveyors.
- Coordinate and administer project's IEGP portion of the cost share to participating landowners.
- Calculate and reimburse landowners for eligible IEGP cost eligible BMPs in accordance with the contract.
- Ensure adequate construction inspection during implementation of BMPs. NRCS practice standards apply.
- Ensure compliance with partial and final payment policy when applicable.

Intermediate Outcome 1.4: Implement an effective and efficient program making the wisest use of public funds possible.

Intermediate Outcome 1.4 Time Frame: Implement an effective and efficient program making the wisest use of public funds possible by June 30, 2007

Task 1.4.1: Provide implementing technician access to Commission sponsored, program specific annual training.

- The commission generally facilitates one formal training session per fiscal year. Historically, these sessions have been held in Ellensburg and are generally a one day event.
- This program will also pay for the implementing technician to attend the annual WADE training if they are attending the irrigation tract or other relevant planning training.

Task 1.4.2: Provide effective project administration and management to maximize successful achievement of outcome.

- Conservation district supervisors will provide overall project direction with day-to-day administration by district staff.
- Progress made on the project intermediate outcome will be evaluated by district supervisors at the monthly board meetings.
- Progress will be communicated with the IEGP program manager to ensure the achievement of all intermediate outcomes.
- Progress will be noted on the districts annual report of accomplishment to show: tributary, water saved in Qi (cfs) and Qa (af), whether it was conveyance or application efficiency, the amount of cost share spent, number of river miles in primary reach, number of acres benefiting from the project.

**WASHINGTON STATE CONSERVATION COMMISSION
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FORM F1. BUDGET BY INTERMEDIATE OUTCOME

Intermediate Outcomes	Grant Request
1.1: Secure the commitment of eligible landowners to participate	\$
1.2: Place relevant portion of project water rights into . . .	
1.3: Implement Best Management Practices . . .	
1.4: Implement an effective and efficient program . . .	
TOTAL PROJECT COST	\$

FORM F2. BUDGET BY OBJECT

Budget Object	(A) GRANT REQUEST	(B) PROJECT TOTAL
SALARIES		
BENEFITS		
TRAVEL		
EQUIPMENT <i>(specify)</i>		
GOODS & SERVICES		
CONTRACTS <i>(specify)</i>		
OTHER <i>(specify)</i>		
OVERHEAD COSTS Use <u>only one</u> of the three following methods:		
1) Direct Costing Method		
Salary/Benefits		
Travel		
Equipment <i>(specify)</i>		
Goods & Services		
Other <i>(specify)</i>		
2) 25% Overhead Method <i>(No more than 25% of all Salaries/ Benefits)</i>		
3) 10% Overhead Method <i>(No more than 10% of Total Grant Amount)</i>		
TOTALS		